

OGDENSBURG BOROUGH BOARD OF EDUCATION

Minutes: March 15, 2022

The Regular Session of the Ogdensburg Board of Education is called to order at 6:31 p.m. in the Library of the Ogdensburg School, 100 Main Street, Ogdensburg, New Jersey, 07439.

OPEN PUBLIC MEETING NOTICE: Read by Mr. Donegan

"This is to advise the general public and to instruct that it be recorded in the Minutes that in compliance with Chapter 231 of the Public Laws of 1975, entitled the "Open Public Meetings Act", Ogdensburg Board of Education, caused notice of this meeting to be posted at the Office of Ogdensburg Board of Education, mailed to the newspapers circulated in the district and to the Municipal Clerk of the Borough of Ogdensburg, and be posted at the Ogdensburg Elementary School and the school website, setting forth the time, date, and location of this meeting."

FLAG SALUTE

THE AMERICAN'S CREED, by William Tyler Page, 1917

ROLL CALL:

AYE: Ms. Corban, Ms. Walsh, Mr. Donegan, Mr. Mortensen,, Ms. Allen

ABSENT: Mr. Conklin, Ms. Schinn

Superintendent/Principal, David Astor

Business Administrator, Rich Rennie

PRESENTATIONS:

- Unified Champion Schools presentation - Dr. Takacs
- Budget / State Aid Information

OPEN SESSION #1:

COMMITTEE REPORTS/DISCUSSIONS

Board Business:

Reminder, School Officials and Board Members must file the Personal/Relative and Financial Disclosure Statements pursuant to N.J.S.A. 18A:12-21 et seq. of the School Ethics Act. If you are required to file, you will be receiving an email from the NJ Ethics Commission (tentatively scheduled to open around Feb 1st and we'll have 30 days from that point to complete).

Superintendent Evaluation tool should open (or open soon) on NJSBA.org

The Board will be working on 2022-2023 District Goals at an upcoming Board meeting with Kathy from NJ School Boards

Personnel/Program: Committee will be approved at this meeting

Facilities/Finance: Committee will be approved at this meeting

ADMINISTRATIVE REPORTS

22-23 Budget Discussion: Staffing, State Aid, Payroll (CBA), Curriculum / Programs, Capital and Maintenance reserve / projects

Immunization Audit: 21-22 School Year, 0 deficiencies for Ogdensburg

Drills for the previous month:

Fire Drill- 2/10/22

Lockdown Drill- 2/17/22

Van/Bus evacuation:

HIB Report: 1 substantiated

CORRESPONDENCE

- **COR 01:** School Health Insurance Fund letter dated Mar 4, 2022

BOARD BUSINESS

MOTION presented by Ms. Corban and seconded by Mr. Mortensen to approve:

BB 01: Approval of Minutes: February 1, 2022 Meeting

AYE: Ms. Corban, Ms. Walsh, Mr. Donegan, Mr. Mortensen,, Ms. Allen

ABSENT: Mr. Conklin, Ms. Schinn

PERSONNEL/PROGRAM

MOTION presented by Ms. Corban and seconded by Mr. Dongean to approve:

P/P – 01 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, affirms the Superintendent’s Harassment, Intimidation and Bullying Report for February 2022 as presented on March 15, 2022 with Board options to affirm, reject or modify the report.

P/P – 02 First reading of the following District Policies & Regulations from Alert 226:

- P 2415.05 Student Surveys, Analysis, Evaluations, Examinations, Testing, or Treatment (M) (Revised)
- P & R 2431.4 Prevention and Treatment of Sports-Related Concussions and Head Injuries (M) (Revised)
- P 2451 Adult High School (M) (Revised)
- R 2460.30 Additional/Compensatory Special Education and Related Services (M) (New)
- P 2622 Student Assessment (M) (Revised)
- R 2622 Student Assessment (M) (New)
- P 3233 Political Activities (Revised)
- P 5460 High School Graduation (M) (Revised)
- P 5541 Anti-Hazing (M) (New)
- P 7540 Joint Use of Facilities (Revised)
- P & R 8465 Bias Crimes and Bias-Related Acts (M) (Revised)
- P 9560 Administration of School Surveys (M) (Revised)

P/P – 03 First reading of the following District Policies & Regulations from Alert 225:

- P & R 5751 Sexual Harassment of Students (M) (Revised)

P/P - 04 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the appointment of Chris Bieganousky as a substitute teacher for the 2021-2022 school year at the rate of \$100.00 per day. (New personnel employment appointments are contingent upon the required state and federal criminal history background checks (in accordance with N.J.S.A. CH 116, P.L. 1986) and completion of required employee paperwork, including pre-employment verification).

P/P - 05 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the appointment of Carey Anne Bomensatt as a substitute teacher for the 2021-2022 school year at the rate of \$100.00 per day. (New personnel employment appointments are contingent upon the required state and federal criminal history background checks (in accordance with

N.J.S.A. CH 116, P.L. 1986) and completion of required employee paperwork, including pre-employment verification).

P/P – 06 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves Christina Bradley (currently attending Grand Canyon University) as a student teacher with Nancy Capriglione. (for 8 weeks, from August to October) and with Lisa Bruning (for 8 weeks, from October - December).

P/P – 07 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves Jason Kennedy (currently attending Grand Canyon University) as a student teacher with Maegan Olsen. (for 15 weeks, from August to November).

P/P – 08 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the following class trip(s) for the 2021-2022 school year:

Grade(s)	Destination	Date(s)
1st (Percey)	Quiet Valley Living Historical Farm	5/19/2022

P/P - 9 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the appointment of Deborah Ryan as a substitute teacher for the 2021-2022 school year at the rate of \$100.00 per day. (New personnel employment appointments are contingent upon the required state and federal criminal history background checks (in accordance with N.J.S.A. CH 116, P.L. 1986) and completion of required employee paperwork, including pre-employment verification).

P/P - 10 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the appointment of Casey Kondik as a substitute teacher for the 2021-2022 school year at the rate of \$100.00 per day. (New personnel employment appointments are contingent upon the required state and federal criminal history background checks (in accordance with N.J.S.A. CH 116, P.L. 1986) and completion of required employee paperwork, including pre-employment verification).

P/P - 11 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the appointment of Mia Rose Pulido as a substitute teacher for the 2021-2022 school year at the rate of \$100.00 per day. (New personnel employment appointments are contingent upon the required state and federal criminal history background checks (in accordance with N.J.S.A. CH 116, P.L. 1986) and completion of required employee paperwork, including pre-employment verification).

P/P - 12 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the appointment of Dawn O'Connor as a substitute teacher for the 2021-2022 school year at the rate of \$100.00 per day. (New personnel employment appointments are contingent upon the required state and federal criminal history background checks (in accordance with N.J.S.A. CH 116, P.L. 1986) and completion of required employee paperwork, including pre-employment verification).

P/P - 13 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the following Extended School Year Program for Summer 2022:

ESY 2022 Dates: July 11 to August 4, 2022

- Preschool (including those entering Kindergarten)- 8:30 to 12:00 (Monday through Thursday)
- MD program- 8:30 to 12:00 (Monday through Thursday)
- Grades K-4 (include some students entering 5th grade)- 8:30 to 12:00 (Monday through Thursday)
- Grades 5, 6, 7 - 9:00 to 11:00 (Tuesdays and Thursdays)

P/P – 14 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, appoints Ms. Lisa Kevins, Part Time Art Teacher for the remainder of the 21-22 School Year, at the 21-22 salary of Step 1, Level MA.+30 (.67) (Date of Hire: TBD contingent upon the required state and federal criminal history background checks, in accordance with N.J.S.A. CH 116, P.L. 1986 and completion of required employee paperwork, including pre-employment verification).

P/P - 15 RESOLVED that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the following Curriculum (all curriculum can be found on OBBOE.org / Board of Education / Curriculums):

- Social Studies
- Computer Science and Design Thinking
- Comprehensive Health and Physical Education

P/P – 16 First reading of the following District Policies & Regulations from Alert 225:
P 1648.14 SAFETY PLAN FOR HEALTHCARE SETTINGS IN
SCHOOL BUILDINGS – COVID-19 (NEW)

P/P – 17 RESOLVED, that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the 2022-2023 school year calendar as attached.

P/P – 18 RESOLVED that the Ogdensburg Board of Education, upon the recommendation of the Superintendent, approves the following Curriculum (all curriculum can be found on OBBOE.org / Board of Education / Curriculums):

- Civics Connection

P/P – 19 RESOLVED, that the Ogdensburg Board of Education, upon recommendation of the Superintendent, approves the attached revised ‘Mentor Induction Program 2021-2022’ (Attached).

AYE: Ms. Corban, Ms. Walsh (abstain P/P 16), Mr. Donegan, Mr. Mortensen,, Ms. Allen

ABSENT: Mr. Conklin, Ms. Schinn

FACILITIES/FINANCE

MOTION presented by Mr. Donegan and seconded by Ms. Corban to approve:

F/F – 01 RESOLVED, that the Ogdensburg Board of Education approves the attached February 2022 Check Register for checks from 016474 through 400059 for a total of \$491,824.80

F/F – 02 RESOLVED that Ogdensburg Board of Education, pursuant to N.J.A.C. 6A:23A-16.10, accepts that as of January 2022 no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23A-16.10.

F/F - 03 RESOLVED that the Ogdensburg Board of Education accepts the Board Secretary’s and Treasurer’s monthly financial reports for January 2022.

F/F – 04 RESOLVED, that the Ogdensburg Board of Education accepts, in compliance with N.J.A.C 6A:23A-16.10, line item transfers for the month of January 2022, to ensure that no line items are over-expended, and the Board acknowledges that this/these transfer(s) may increase / decrease the maximum dollar limit established as part of the budget process for various budget lines.

F/F – 05 BE IT RESOLVED, that the attached tentative budget be approved for the 2022/2023 School Year using state aid figures and the secretary to the board of education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for the approval in accordance with the statutory deadline (all school district budget statements for revenues and appropriations, and any related attachments being submitted to the County Office, are attached for review by the Board):

Appropriations

General Current Expense	\$4,940,453
Capital Outlay Expense	\$287,032
Charter School Tuition	\$12,187
Grand Total General Fund	\$5,239,672

Pre-School Expenses (Fund 20)	\$747,650
Federal Grants (Fund 20)	\$100,844
Repayment of Debt	\$0.00

Total Est. Expenses **\$6,088,166**

Revenues

Local Tax Levy \$2,641,969

Miscellaneous Revenue / Interest \$5,240

Interest Earned \$500

Revenue from Local Sources \$2,647,709

State Sources

School Choice \$332,186

Transportation Aid \$17,372

Special Ed Aid \$162,828

Equalization Aid \$1,300,950

Security Aid \$27,247.00

Revenue from State Sources \$1,840,583

Other Sources

Budgeted Fund Balance \$351,380

Capital Reserve \$280,000

Maint. Reserve \$120,000

Preschool \$706,415

Revenues from Federal Sources \$100,844

Transfers from Fund 10 to Preschool \$41,235

Total Est. Operating Budget \$6,088,166

The Budget includes sufficient funds to provide curriculum and instruction which will enable all students to achieve the Core Curriculum Content Standards, and is in compliance with N.J.S.A. and N.J.A.C. title 6 and 6A.

The proposed FY 2022-2023 budget includes withdrawals from maintenance reserve, and the capital reserve.

- \$351,380 of budgeted fund balance
- \$280,000 of budgeted Capital Reserve (Fire Doors, Roof on New Building)
- \$120,000 of budgeted Maintenance Reserve (includes Univents, Gym Repairs, Kubota)

F/F – 06 WHEREAS, the Ogdensburg Board of Education recognizes school staff and Board members will incur travel expenses related to and within the scope of their current responsibilities and for travel that promotes the delivery of instruction or furthers the efficient operation of the school district:

WHEREAS, N.J.A.C. 6A:23B-1.1 et seq. required Board members to receive approval of these expenses by a majority of the full voting membership of the Board and staff members to receive prior approval of these expenses by the Superintendent of Schools and a majority of the full voting membership of the Board; and,

WHEREAS, a Board of Education may establish, for regular district business travel only, and annual school year threshold of \$1,500 per staff member where prior Board approval shall not be required unless this annual threshold for a staff member is exceeded in a given school year (July 1 through June 30); and,

WHEREAS, travel and related expenses not in compliance with N.J.A.C. 6A:23B-1.1 et seq. but deemed by the Board of Education to be necessary and unavoidable as noted on the approved Board of Education Out of District Travel and Reimbursement Forms: now,

THEREFORE, be it resolved, that the Ogdensburg Board of Education approves all travel not in compliance with N.J.A.C. 6A23B-1.1 et seq. as being necessary and unavoidable as noted on the approved Board of Education Out of District and Reimbursement Forms; and

UPDATE: BE IT FURTHER RESOLVED, that the Ogdensburg Board of Education approves travel and related expense reimbursements (object ‘580’) in accordance with N.J.A.C. 6A:23B-1.2(b), to a maximum expenditure of \$15,000 for all staff members in the General Fund; and, that the school business administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

Current expenditures for travel and related expenses for the 2021/2022 school year as follows:

Expenditures	\$5,597.56
Encumbrances	\$732.80
Funds Available	\$7,222.44

F/F - 08 RESOLVED, that the Ogdensburg Board of Education approves the submission of the 2022-2023 Preschool Plan and Budget to the NJ Department of Education, Division of Early Childhood Education (approves submission of the application and ability to execute a contract with the New Jersey Department of Education for full-day Pre-K).

NOW, THEREFORE, BE IT RESOLVED that the Board formally approves the submission for the budget attached.

BE IT FURTHER RESOLVED that the school administrators are hereby authorized to submit an electronic application to the New Jersey Department of Education on behalf of Ogdensburg.

BE IT FURTHER RESOLVED that Superintendent and Business Administrator are hereby authorized to sign the appropriate paperwork on behalf of Ogdensburg (including the District Statement of Assurance and District Information Form) and that their signature constitutes acceptance of the terms and conditions.

F/F - 09 RESOLVED, that upon the recommendation of the Superintendent of Schools, the Ogdensburg Board of Education graciously accepts an anonymous donation in the amount of \$500 to be deposited into Ogdensburg's Student Activities Account.

F/F - 10 The ACES Cooperative Pricing System #E8801-ACESCPS

A Resolution Authorizing the OGDENSBURG BOARD OF EDUCATION to Enter into A Cooperative Pricing Agreement for the Purchase of Electricity, Technology, Work, Materials, and Supplies

WHEREAS, "The Electric Discount and Energy Competition Act," P.L. 1999, c. 23 authorizes the New Jersey School Boards' Association (hereinafter NJSBA) to obtain electricity and other energy-related services for individual local boards of education on an aggregated basis; and WHEREAS, N.J.S.A. 18A:18A-11 and 40A:11-10 authorizes local district boards of education to enter into cooperative pricing agreements with local government units, i.e. municipalities and counties, (hereinafter local units");

and WHEREAS, NJSBA has offered voluntary participation in a cooperative pricing system for the group purchase of electrical generation and/or natural gas for consumption by the local units; any ancillary or administrative services related to the purchase of electrical generation and/or natural gas; and related energy services; and digital and electronic products and services and other technology products and programs to be purchased by local units; and services and such other items or services as two or more participating local units in the system agree can be purchased on a cooperative basis;

and WHEREAS, the Ogdensburg Board of Education in the county of Sussex, State of New Jersey, desires to participate in NJSBA's Cooperative Pricing System;

NOW, THEREFORE, BE IT RESOLVED on the 1st day of March, 2022 by the Ogdensburg Board of Education, county of Sussex, State of New Jersey, as follows:

TITLE This RESOLUTION shall be known and may be cited as the “ACES Cooperative Pricing Resolution of the Ogdensburg Board of Education.”

AUTHORITY Pursuant to the provisions of N.J.S.A. 18A:18A-11 and 40A:11-10, Dave Astor is hereby authorized to enter into NJSBA’s ACES Cooperative Pricing System Agreement.

CONTRACTING UNIT The New Jersey School Boards Association shall be responsible for complying with the “Public School Contracts Law,” N.J.S.A. 18A:18A-1 et seq. all other applicable laws in connection with the preparation, bidding, negotiation and execution of contracts in connection with NJSBA’s ACES Cooperative Pricing System. EFFECTIVE DATE This resolution shall take effect immediately upon passage.

F/F - 11 RESOLVED, that upon the recommendation of the Superintendent, the Ogdensburg Board of Education, in the County of Sussex, New Jersey, authorizes Parette Somjen Architects to submit all necessary plans and paperwork to the Department of Education concerning the New Building Roof repair at Ogdensburg Elementary School to serve as an application to the Office of School Facilities and minor amendment to the District’s LRFP; and

Furthermore, this project is being funded by ‘other capital’ and the Ogdensburg Board of Education will not be seeking state funding but will fund the project though the District’s Capital Reserve account.

F/F –12 RESOLVED, that the Ogdensburg Board of Education accepts the School Security Grant for the 21-22 school year as follows: \$20,000 (for the purchase/reimbursement of the purchase of school safety supplies including security cameras, panic buttons, security window film and bollards). If cost estimates exceed the budgeted amount, there are local funds available to pay for the project(s)

F/F – 13 RESOLVED, that the Ogdensburg Board of Education appoints the following professional support services for the remainder of the 2021-2022 school year, as follows:

Physical Therapy Services	Dana Brogneri PT, DPT 40QA01275300; \$80.00 per hour
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F/F – 14 RESOLVED, that the Ogdensburg Board of Education, approves the attached Use of School Facilities for the following organization:

- Sussex County Stars Softball Clinic (outside field)

AYE: Ms. Corban, Ms. Walsh, Mr. Donegan, Mr. Mortensen,, Ms. Allen

ABSENT: Mr. Conklin, Ms. Schinn

OPEN SESSION #2

Ms. Cooke mentioned successful PD in the district about mindfulness and being in the moment.

EXECUTIVE SESSION

N/A

OTHER BOARD BUSINESS –

ADJOURN

MOTION presented by Mr Donegan, and seconded by Ms. Allen that the Ogdensburg Board of Education adjourn at 6:25 p.m.

AYE: Ms. Corban, Ms. Walsh, Mr. Donegan, Mr. Mortensen,, Ms. Allen

ABSENT: Mr. Conklin, Ms. Schinn

Respectfully submitted,

Rich Rennie
Board Secretary